



**CITY OF AUBURN
PUBLIC WORKS COMMITTEE**

May 18, 2009

DRAFT MINUTES

I. CALL TO ORDER

Chairman Rich Wagner called the meeting to order at 3:00 p.m. in Council Chambers, located on the first floor of Auburn City Hall, 25 West Main Street, Auburn, Washington. Committee members present were: Chairman Rich Wagner, Vice-Chair Gene Cerino, and Member Sue Singer. Also present during the meeting were: Mayor Peter B. Lewis, Public Works Director Dennis Dowdy, City Engineer/Assistant Director Dennis Selle, Assistant City Engineer Ingrid Gaub, Senior Project Engineer Bill Helbig, Utilities Engineer Dan Repp, Engineering Aide Mund, Transportation Planner/Grants Manager Goodman, Transportation Planner Grants Manager Hankins, Transportation Planner/Grants Manager Goodman, Finance Director Shelley Coleman, City Attorney Heid, and Department Secretary Jennifer Rigsby.

II. CONSENT AGENDA

A. APPROVAL OF MINUTES

It was moved by Vice-Chair Cerino, seconded by Member Singer, that the Committee approve the Public Works Committee minutes for date, May 4, 2009.

Motion carried 3-0.

B. APPROVE RIGHT-OF-WAY USE PERMIT NO. 09-11, 5-YEAR PERMIT FOR SOUND TRANSIT DIRECTIONAL SIGNS

Engineering Aide Mund described the locations of the directional signs for the Transit Station, 2nd Street SW and A Street SE and south of the C Street SW Park and Ride entrance. Mund explained the permit is renewed every five years and there are no new signs being installed.

Chairman Wagner asked if staff can suggest more signs be installed. Mund stated she can look into additional signs, making locating the entrance to the station easier.

Member Singer asked if the permit can be issued for longer than five years. Assistant Director/City Engineer answered the City has not issued a perpetual permit for the directional signs because if the signs are not maintained there could be liability on the City's part. The five year time limit gives staff the ability to review the maintenance.

Chairman Wagner recommended the Committee review the permit and then begin negotiations to add more signs.

It was moved by Vice-Chair Cerino, seconded by Member Singer, that the Committee approve Right-of-Way Use Permit No. 09-11, five year permit for Sound Transit directional signs.

Motion carried 3-0.

III. ISSUES

- A. RESOLUTION NO. 4481 AUTHORIZING THE MAYOR AND CITY CLERK TO CALL FOR A PUBLIC HEARING TO CONSIDER ADDING A NEW PROJECT TO THE SIX YEAR 2009-2014 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) FOR A NEW TRAFFIC SIGNAL AT THE INTERSECTION OF 4TH ST. SE AND F ST. SE

Transportation Planner/Grants Manager Hankins provided background information on Resolution No. 4481 to the Committee. Hankins explained last year staff applied for a grant for a new traffic signal at the intersection of 4th Street SE and F Street SE, through the Highway Safety Improvement Program. The City was successful in winning the grant and the project now needs to be added to the City's Transportation Improvement Program (TIP). In order to add the project, a Public Hearing must be held. Resolution No. 4481 is calling for the hearing to be scheduled June 1, 2009.

Vice-Chair Cerino stated the intersection may become a very important one when the M Street grade separation project begins.

The Committee discussed the data that was used by the Highway Safety Improvement Program in selecting the intersection as one that is worthy of the grant funds. Hankins stated the data that was used was current through 2006.

Assistant Director/City Engineer Selle explained there is no City match required for the grant and the traffic signal will enhance the pedestrian crossing at the intersection. Chairman Wagner asked that staff verify the grant funds will be sufficient to cover the cost of the project.

It was moved by Vice-Chair Cerino, seconded by Member Singer, that the Committee recommend Council approve and adopt Resolution No. 4481.

Motion carried 3-0.

IV. DISCUSSION AND INFORMATION

- A. ORDINANCE NO. 6240 FIXING THE AMOUNT, FORM DATE, INTEREST RATE AND MATURITY OF THE LOCAL IMPROVEMENT DISTRICT NO. 350 INSTALLMENT NOTE; PROVIDING FOR THE PURCHASE OF SUCH NOTE BY THE CITY FROM FUNDS ON DEPOSIT IN THE CAPITAL PROJECTS FUND; AND FIXING THE INTEREST RATE ON LOCAL IMPROVEMENT DISTRICT NO. 350 ASSESSMENT INSTALLMENTS

Chairman Wagner asked where Local Improvement District (LID) No. 350 is located. Finance Director Coleman stated it is the M Street Sidewalk Improvement LID and the project is complete. Coleman gave a brief review of Ordinance No. 6240. There were no further questions from the Committee. The Committee consensus was in support of the ordinance.

- B. ORDINANCE NO. 6243 CREATING A NEW CHAPTER 2.85 OF THE AUBURN CITY CODE RELATING TO PUBLIC ART

City Attorney Heid and the Committee discussed the errors in wording through out the ordinance. It was determined that the copy the Committee received was not the finalized draft and the changes that were made to the document were not visible.

Member Singer recommended the City's Arts Commission be included in Item C, Page 3.

City Attorney Heid answered the Committee's question regarding the provisions for on-going maintenance of the artwork. The Committee suggested changes in the wording to eliminate the word "agreement."

City Attorney Heid will make the changes requested by the Committee and present a revised copy prior to the Council Meeting.

- C. TRANSPORTATION PLAN POLICIES

Transportation Planner/Grants Manager Goodman reported staff is now in the process of analyzing areas where modeling has shown level of service deficiencies. Staff will be identifying potential projects in the annexations areas that will remedy the deficiencies. Once projects are identified they will be presented to the Transportation, Transit, and Trails Committee and the Public Works Committee for feedback. Goodman stated staff is also still working on the non-motorized and transit sections.

Goodman answered questions asked by Chairman Wagner regarding the modeling of intersections versus corridors. Goodman stated intersections where a level of service deficiency exists are modeled and for this Comprehensive Plan Update project there were enough funds to model ten intersections, primarily the annexation areas.

The Committee discussed including accident data in the Comprehensive Plan. Goodman stated accident data will not be included and there is a separate report for accident and safety data.

The Committee reviewed the Draft Comprehensive Transportation Plan Policies spreadsheet.

Page 2: Chairman Wagner requested the America Disability Act (ADA) be mentioned with Complete Streets. Vice-Chair Cerino agreed.

Member Singer discussed the language in the first and second policies under Complete Streets. The Committee and staff agreed to remove the phrase, "...or, where there is no identified long-term need," from the second policy.

Member Singer asked if the Transportation, Transit, and Trails Committee have reviewed the staff recommendations. Goodman said they have not reviewed the current version but will at the Committee's next meeting, Thursday, May 27, 2009.

Page 4: Chairman Wagner commented on roundabouts, but did not request any changes to the staff recommended policies.

Page 5: Assistant Director/City Engineer Selle answered questions asked by Member Singer regarding actively pursuing Local Improvement Districts (LIDs), as mentioned in TR-18. Selle stated when at neighborhood meetings, if there are improvements requested by the citizens, the Mayor does encourage the formation of LIDs if it is an applicable option.

Page 7: Chairman Wagner asked if the reduction of Police Officers in the roadway, directing traffic, can be included as one of the specific safety benefits of Intelligent Traffic Systems (ITS). Goodman asked if Chairman Wagner wanted other safety benefits to be highlighted. Assistant Director/City Engineer recommended "during events" be included because there are other circumstances when Police presence to direct traffic is necessary. Chairman Wagner stated the benefit should be to "reduce Police presence," not "eliminate."

Chairman Wagner asked the Committee to comment on adding "supporting appropriate State tolling strategies" to TR-35. After additional discussion, the Committee and staff decided to include a statement similar to "...consider emerging technologies for Transportation Demand Management (TDM), such as lane management and HOT lanes..." The Committee asked that shared vehicles also be included in TDM.

Chairman Wagner suggested the wording in TR-37 be changed to read "...when consistent with the function of the existing and future street..." Assistant Director/City Engineer Selle recommended the word "existing" be removed and the policy read, "...when consistent with the function of the street..." The Committee concurred.

Page 10: Transportation Planner/Grants Manager Goodman answered questions asked by Member Singer regarding TR-58 and the inclusion of potential annexation areas in the policy.

Page 11: The Committee discussed TR-66 and whether or not the details should be included in the Comprehensive Plan or the Design Standards with City Attorney Heid. Assistant Director/City Engineer Selle stated the same level of detail in TR-66 is going to be included in the Design Standards. Chairman Wagner stated there may be some legal concerns removing the details because the full City Council does not vote on Design Standard Changes, whereas the full City Council does vote on the Comprehensive Plan. Selle explained in some cases the same language may be used but the policies are what are used as a framework for development of the Design Standards. Transportation Planner/Grants Manager Goodman suggested reviewing the Comprehensive Plan and including the policy statements in the plan and moving the specifics, such as the portions that reference exact measurements, to the Design Standards. The Committee agreed.

Page 14: Goodman answered questions asked by Member Singer regarding TR-81 and the acronym "FastCast."

Member Singer proposed a minimum Pavement Condition Index (PCI) level be included in the proposed policy "If the City cannot afford to maintain existing truck routes..." Goodman mentioned this would need to be the condition of a portion of a street and not an average of the entire street system. Member Singer asked if a truck route would be closed if the PCI fell below 70. Director Dowdy answered it would depend on a variety of considerations. Mayor Lewis asked if there is a minimum PCI that can be established. Assistant Director/City Engineer Selle answered setting a minimum would be difficult because in some circumstances only a small portion of the route is in poor condition while the remainder is in good condition. Selle said if there were to be a minimum chosen it would be better to give a PCI range. The Mayor and committee members agreed they would like a standard stated, but a range would be acceptable.

Page 15: Member Singer asked if there is a level of service standard for non-motorized facilities. Transportation Planner Grants Manager Goodman answered TR-94 states there should be one established in the future and if the City waits approximately two years there will be more guidance on developing those standards from other jurisdictions and national guidelines.

Page 16: Chairman Wagner asked for the wording of policy TR-97 be changed to read, "...to accommodate appropriate alternative forms of non-motorized transport..."

Page 18: Transportation Planner/Grants Manager Goodman answered questions asked by Chairman Wagner regarding TR-117. Goodman stated the creation of the Lakeland Hills Shuttle route ended the need for some of the verbiage in TR-117.

Page 19: The Committee and Mayor Lewis discussed airport clear zones and FAA regulations.

Chairman Wagner asked that the Transportation, Transit, and Trails Committee review the proposed policy changes and their feedback be brought back to the Public Works Committee.

D. CODE UPDATE PROJECT – DESIGN STANDARDS

Assistant Director/City Engineer Selle distributed the table of contents for the Design Standards, Chapter 10, Streets and stated staff wants to verify that the priorities of the Committee were being focused on. Selle reviewed the sections that have been discussed, the sections that are pending revisions and discussion of other sections, and sections that are new and need to be added to the standards.

Selle answered questions asked by Chairman Wagner regarding complete streets and what portion of Chapter 10 will need to be updated with the adoption of the complete streets concept.

Assistant Director/City Engineer Selle pointed out the sidewalk portion of the Downtown Sidewalk Standards are to be included in the Sidewalk Standards Section, the illumination portion of the Downtown Sidewalk Standards are to be included in the lighting Standards Section, etc.

The Committee discussed the wayfinding signs Downtown and the types of poles being used. Member Singer recommended the poles for the DUC zone be done in a more decorative pole possibly matching the lighting poles. Mayor Lewis recommended the discussion be taken to the Downtown Redevelopment Committee.

Chairman Wagner asked for a better definition of loading zones in section 10.04.

The Committee and staff discussed public feedback regarding the Design Standards Update and the lack of interest from most of the code working group members. To date, no specific feedback has been received from members including the Master Builders Associate representatives. A copy of the proposed changes to Chapter 10 that have been discussed with the committee has been provided to all members of the code working group electronically.

Selle concluded the goal is to have the priority sections, including 10.00 through 10.06, 10.10, 10.14, 10.17, and low impact development, as identified by the Committee, updated and completed by the end of August 2009. The mandated portions of Chapter 6, Storm Drainage, will also be updated within this time frame due to the requirements of the NPDES permit. .

E. CAPITAL PROJECT STATUS REPORT

Item 2 – C504A – R Street SE Utility Improvements: Chairman Wagner asked if there is a schedule for the sequence of the road closures. Assistant City Engineer Gaub answered that prior to bidding the project, the Committee was provided of the proposed duration of each street closure but not the specific sequence. Mayor Lewis asked that staff provide the Council with an updated list of all street closures as we continue through this construction season. Vice-Chair Cerino recommend additional signs be placed further in advance of the closures to give drivers a better opportunity to choose an alternate route.

Senior Project Engineer Helbig and Assistant Director/City Engineer Selle answered questions asked by Chairman Wagner regarding the size of the pipes being installed.

Assistant City Engineer Gaub answered questions asked by Chairman Wagner about the sidewalks being rebuilt on M Street. Gaub stated the sidewalks had to be removed due to the utility improvements including storm drainage lines, water and sewer services, and some grading work within the roadway leaving very little existing sidewalk in the corridor.

Item 1 – CP0760 – Awn Pedestrian Crossing: Member Singer asked when the crosswalk will be fully functional. Helbig answered testing of the signal is currently underway and should be functional by the week's end.

Chairman Wagner recommended the crosswalk be mentioned in the newspaper with a list of other pedestrian safety projects that have been completed.

Item 5 – CP0762 – Les Gove Neighborhood Improvements – Phase 1: Chairman Wagner asked for a schedule for the street closures. Assistant City Engineer Gaub responded the time frame for a closure is determined by the contractor in their scheduling of the work. Mayor Lewis asked that the Council be provided with the schedule as soon as staff is notified.

Item 7 – C307B – City Wide ITS Improvement Project – Phase 1B: Chairman Wagner asked if the project is still going out to bid in May 2009. Helbig answered the project is awaiting approvals from the state and may bid in June 2009.

The Committee discussed the funding for the project.

Item 13 – CP0820 – 2008 Signal Improvement Project: Chairman Wagner asked if the other funds for the project were State funds or Railroad funds. Senior Project Engineer Helbig answered they are City Capital funds.

Item 16 – CP0904 – 2009 Sidewalk Improvements: Chairman Wagner asked the Committee be provided an update of the map of the sidewalk improvements to be made this year.

Item 25 – C1013 – West Hill Springs Site Improvements: Director Dowdy and Utility Engineer Repp answered questions about the need for the project and recommended that the project be eliminated and removed from the project list. Committee members agreed.

ADDITION DISCUSSION

Director Dowdy spoke about the expansion of the HOT Lanes.

V. ADJOURNMENT

There being no further business to come before the Public Works Committee, the meeting was adjourned at 4:59 p.m.

Approved this _____ day of _____, 2009.

Rich Wagner
Chairman

Jennifer Rigsby
Public Works Department Secretary